

**Office of the Mayor**  
City & County of San Francisco



VIA ELECTRONIC MAIL

Requestor: Tirrell Muhammad

Email: Tirrell.muhammad@gmail.com

March 25, 2019

***Re: Public Records Request received March 20, 2019***

Dear Tirrell Muhammad:

This letter responds to your public records request received by the Office of the Mayor on March 20, 2019.

Specifically, you made the following request to the Office of the Mayor:

“Please provide for today...

The Mayor’s daily calendar, outlined in the Administrative Code Sec. 67.29-5, may be obtained by request at: [mayorsunshinerequests@sfgov.org](mailto:mayorsunshinerequests@sfgov.org).”

**Response Dated March 25, 2019**

Thank you for your inquiry. We previously responded on March 21, 2019 to notify you that the Mayor’s Daily Calendar is updated every three business days pursuant to Administrative Code 67.29-5. Accordingly, please see attached the updated entries for the Mayor’s Daily Calendar for March 20, 2019, the day of your request.

If there is additional information we can help with, please let us know. Please also note that the Mayor’s Press Calendar of public events is also available daily at <https://sfmayor.org/events/calendar/month/>.

If you have any questions regarding your request or would like to send another public records request, please do not hesitate to contact the Mayor’s Office at [mayorsunshinerequests@sfgov.org](mailto:mayorsunshinerequests@sfgov.org).

Sincerely,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco